

ORANGE PARK COUNTRY CLUB OWNERS ASSOCIATION
**REGULAR MEETING OF THE
BOARD OF DIRECTORS
ADMINISTRATION BUILDING
November 17, 2009**

MINUTES

Tom Mackin called meeting to order at 6:30 PM. Quorum established.

Board Members Present: Tom Mackin, Frank Knafelc, Tom O'Brien, Chuck Davis, Linda Sparks, and Rick Loftis.

Absent: Todd Hite

Guests: Homeowners list attached, Debbie Koteles from Marsh Landing Management Company.

Minutes: Frank Knafelc moved that the minutes be approved as submitted. Linda Sparks seconded the motion. Motion carried.

Treasurer's Report: Frank Knafelc

Frank presented the Financial report stating that the removal of funds exceeding the limits from Fidelity to another bank is advised.

Frank reported that OPCC is \$9,000.00 to the good for the year and \$40,000.00 would be coming out for the drainage liner.

Chuck Davis moved to approve the Budget for 2010. Rick Loftis seconded the motion. Motion carried.

Linda Sparks moved to accept the Financial report as submitted, Rick Loftis seconded the motion. Motion carried.

Management Report – Debbie Koteles

1. Florida Pump will remove old electrical equipment from well area on Loch Rane Blvd. and Martin Burke Construction will remove the remnants of the old pump house and its equipment, and the area will be cleaned up and sodded over by Precision Turf.
2. The assessment statements for the first half of 2010 are being prepared for mailout and will reflect the new assessments as approved by the Board.
3. EWP has begun work on the agreed upon repairs on Country Club Blvd. just past the wing walls on the right and to the storm drain on Feather Oaks Court. The liner material for the storm drains is on order at this time and they are awaiting delivery.

4. All notices were mailed to owners of record on November 3rd in preparation for the Annual Meeting on the 3rd of December at Advent Lutheran Church, who has received the fee for rental of the church hall. We are logging in proxies as they are returned. Ballots will be opened and tallied on the day of the meeting.
5. CEC will not meet in November or December.
6. Violation letters sent to owners are still focused on lawn fungus, dead sod, and mildew issues and most owners have sent in their compliance forms.
7. ARB met on November 5th. Four files were submitted for consideration, and final inspections were completed on two projects.
8. Collections proceedings have yielded revenue from some owners and are continuing to the next steps as needed on behalf of the Association.
9. The light fixture at the roundabout was replaced and restored and is now in working order. Also, a new light fixture was installed at the reader board in front of the Administration building. Both of these are energy efficient fixtures with long life bulbs.
10. Landscape activities include flower rotations, pre-emergent applications to the turf, trimming of shrubs and certain ornamentals such as pampas grass. Mowing season will end this month, but visits for trash sweeps and light trimming will continue.
11. We have notified the sign company that repairs are needed to the sign at the entry wall and also to the missing "C" on the sign at the traffic circle.
12. We will be putting up holiday wreaths at the Admin Building and at the wing walls. We will be contacting the volunteer group who put them up at the traffic circle last year.

Committee Reports

ARB – Chuck Davis

- Two final inspections
- Four new submissions
- The committee now has five members.
- The next ARB meeting will be on December 10, 2009.

Rules – Rick Loftis

Rick requested correspondence concerning Rules and Regulations.

Steering – Frank Knaflec

Frank presented the Loch Rane 2010 Budget for the Steering Committee. After discussion Rick Loftis moved to not approve the 2010 Steering Committee Budget submitted by Loch Rane, due to concerns that Loch Rane may not be in compliance with FL Statute 720.0355. Linda Sparks seconded the motion. Motion carried.

Frank discussed the bid to remove the old pump building that he will present at the Steering Committee meeting.

Frank will submit OPCC's 2010 Steering Committee Budget at the meeting on Thursday.

Roads – Tom Mackin – No Report

Ad Hoc Ponds and Land – Tom Mackin

Tom announced that Chuck Davis will take over the Ad Hoc Ponds and Land Committee as of the first of January 2010.

Tom Mackin reported on the letter from the St. Johns River Water Management stating the only thing holding up the issue is the illegal drain which is the Country Club's problem. Chuck Davis thanked Tom Mackin for all of his hard work on the pond issues.

Communication - Harry Hausman No Report

Old Business:

Grant of Easement Update: Tom Mackin

The Hearing on November the 5th was canceled, the bar codes were submitted as requested. The next Hearing is slated for January 5, 2010. Tom Mackin stated that the Board needs to meet in Executive Session with the Lawyer before the Annual Meeting.

Storm Drain Project:

Frank reported that he spoke with EWP and found the drain at Feather Oaks is not split but lined.

Frank stated the liner that was ordered would be in on Friday and installed by Tuesday.

Quick Claim Deed/Taylor Woodrow:

Chuck Davis submitted two surveys that have been completed on remaining property owned by Taylor Woodrow. Chuck requested that the Board investigate the property by the lift station (in back) the larger parcel if this is an area they might want. There is one more parcel that needs to be surveyed.

Frank questioned why would OPCC want the (small section) at the lift station, suggested giving it to the Country Club.

New Business:

Consideration of Ponds and Weir Inspections:

After discussing the ponds and weir issues the Board decided to form a committee to handle pond and weir issues and inspections.

Tom Mackin requested MLMC obtain bids for Neighborhood Watch signs.

Rick Loftis requested the proposals for auditors be forwarded to him.

Open for Homeowner Questions:

- An owner inquired if the contractor working within the community will take care of any damage done to the roads. Tom Mackin stated the contractor will return the roads to there original condition before the project started.

Annual Meeting:

The Annual Meeting will be on December 3, 2009 at the Lutheran Church. If there are not enough proxies the meeting will be a Town Hall Meeting.

Meeting adjourned at 7:30 following a motion by Linda Sparks and seconded by Rick Loftis.

Respectfully submitted, Linda Sparks, Board Secretary